

C307-2 JOB SAFETY & ENVIRONMENT ANALYSIS (JSEA) (CONTRACTOR FORM)

Contractors should ensure that this form meets the risk assessment needs of the task and add more information where necessary

TASK:				JSEA No:		Work Order No:		
Developed By:		Reviewed and Approved		Contractor Phone: #				
Date:		by Contractor Name/Date:						
Site/Location:						EMERGENCY RESPONSE INFORMATION: INTERNAL PHONE: EXTERNAL PHONE: EMERGENCY SERVICES: (0 internal) 000 INTERNAL RADIO SYSTEM:		
Permits (✓ those required)	<input type="checkbox"/> Isolation/Electrical <input type="checkbox"/> High Voltage <input type="checkbox"/> Permit to Work <input type="checkbox"/> Forklift Licence <input type="checkbox"/> Other (<i>Specify</i>) -----	JSEA Team Members:						
<input type="checkbox"/> None <input type="checkbox"/> Confined Space <input type="checkbox"/> Excavation <input type="checkbox"/> Hot Work <input type="checkbox"/> Roof Access								
Hazards to Consider (Controls must be identified)								
Category	Hazard	Category	Hazard	Category	Hazard			
Working at Heights	<input type="checkbox"/> Ladders <input type="checkbox"/> Lifting Equipment, ie, Scissors / EWP's <input type="checkbox"/> Scaffolding <input type="checkbox"/> Stairs / Platforms <input type="checkbox"/> Working above 2m <input type="checkbox"/> Working above Others	Pressure	<input type="checkbox"/> Competitive Pressures <input type="checkbox"/> Compressed Gases / Air <input type="checkbox"/> Fluid <input type="checkbox"/> High Pressure Steam <input type="checkbox"/> Hydraulic <input type="checkbox"/> Water / Pulp	Workplace	<input type="checkbox"/> Asbestos <input type="checkbox"/> Confined Space / Void Space <input type="checkbox"/> Falling Objects <input type="checkbox"/> General Access <input type="checkbox"/> Housekeeping <input type="checkbox"/> Illumination / Lighting <input type="checkbox"/> Noise, ie, Exposure / Nuisance <input type="checkbox"/> Poor Ventilation <input type="checkbox"/> Protrusions / Holes/ Penetrations <input type="checkbox"/> Restricted Visibility <input type="checkbox"/> Restricted Work Area <input type="checkbox"/> Slip & Trip Hazards <input type="checkbox"/> Unauthorised Personnel <input type="checkbox"/> Unlabelled Controls <input type="checkbox"/> Vibration <input type="checkbox"/> Wet / Slippery <input type="checkbox"/> Wind / Storm Activity <input type="checkbox"/> Working in Isolation			
	Electrical	<input type="checkbox"/> Static Electricity <input type="checkbox"/> Sub-stations / Switch Rooms <input type="checkbox"/> Underground Cables <input type="checkbox"/> Contact with Electrical Equipment <input type="checkbox"/> Electrical Cables <input type="checkbox"/> High Voltage Equipment <input type="checkbox"/> Overhead Cables	Thermal			<input type="checkbox"/> Cold - Ambient <input type="checkbox"/> Heat, i.e, Stress / Discomfort - Ambient <input type="checkbox"/> Hot Materials / Fluids <input type="checkbox"/> Hot Surfaces <input type="checkbox"/> Steam / Condensate <input type="checkbox"/> UV Exposure		
Human Factors		<input type="checkbox"/> Rushing <input type="checkbox"/> Complacency <input type="checkbox"/> Fatigue <input type="checkbox"/> Frustration	Mobile Plant			<input type="checkbox"/> Traffic / Pedestrian Interaction / Collision <input type="checkbox"/> Uneven Terrain <input type="checkbox"/> Unlicensed / Untrained Operators <input type="checkbox"/> Vehicle Instability, eg Rollover		
Mechanical	<input type="checkbox"/> Abrasive Blasting / Grinding <input type="checkbox"/> Auto-Start Equipment <input type="checkbox"/> Conveyors <input type="checkbox"/> Entanglement <input type="checkbox"/> Equipment Failure <input type="checkbox"/> E-Stops beyond reach <input type="checkbox"/> Hand and Power Tool <input type="checkbox"/> Impact and Crushing Areas <input type="checkbox"/> Pinch / Cutting Points <input type="checkbox"/> Residual / Stored Energy <input type="checkbox"/> Uncontrolled Movement <input type="checkbox"/> Unguarded Moving Parts <input type="checkbox"/> Welding or Cutting	Manual Handling (Ergonomic)	<input type="checkbox"/> Awkward / Unbalanced Load <input type="checkbox"/> High / Low reach <input type="checkbox"/> High Force / Heavy Loads <input type="checkbox"/> Lighting <input type="checkbox"/> Over Exertion / Fatigue <input type="checkbox"/> Poor Design / Layout <input type="checkbox"/> Repetitive Movements	Environmenta I	<input type="checkbox"/> Air Contamination <input type="checkbox"/> Contaminated Materials <input type="checkbox"/> Contaminated Stormwater Drains <input type="checkbox"/> Soil Contamination <input type="checkbox"/> Solid Waste <input type="checkbox"/> Stormwater Contamination <input type="checkbox"/> Waste (effluent / hazardous)			
		Chemical	<input type="checkbox"/> Chemicals / Reagents <input type="checkbox"/> Dust / Fumes / Vapour / Mist <input type="checkbox"/> Flammable Gases <input type="checkbox"/> Handling Flammable Materials <input type="checkbox"/> Hazardous Chemical Exposure <input type="checkbox"/> Hazardous Substance Exposure <input type="checkbox"/> Solid Chemical <input type="checkbox"/> Splashes / Burns	Radiation		<input type="checkbox"/> Density Lvl Measure, ie, Radioactive Isotope / PH Probe / Conductivity Probes <input type="checkbox"/> Infra-Red <input type="checkbox"/> Microwaves <input type="checkbox"/> Ultra-Violet Light, ie, Sun <input type="checkbox"/> UPS System, ie, Acid Leak / Explosion <input type="checkbox"/> X-Ray		

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SCORING GUIDELINES: For each hazard identified assess the hazard risk as detailed below and record the outcome in “Risk Score” column. Select **one** category from each of the columns listed below that best represent the outcome if the potential hazard was actually realised. Consider the outcome in terms of “**most credible**” not “absolute worst case”.

Note:

If there is a legal requirement, risk ranking is irrelevant as the action is mandatory.

Items that are broken or need an immediate fix should be raised directly with maintenance and not be risk assessed, just documented.

CONSEQUENCE: Most likely outcome from the hazard identified, not absolute worse case.			
	SAFETY HAZARDS	ENVIRONMENTAL HAZARDS	PROPERTY LOSS & SECURITY
5	<ul style="list-style-type: none"> Fatality Consequences could threaten survival of organisation. 	<ul style="list-style-type: none"> Definite risk of fines, prosecution director liability Remediation required more than 5 years to recover Toxic release off site detrimental effect Emergency response likely 	<ul style="list-style-type: none"> Extensive material damage and/or business interruption. Serious threat to long-term viability of the company, i.e. long term or permanent damage to reputation, major market share loss Catastrophic Terrorism Act
4	<ul style="list-style-type: none"> Extensive injuries LTI Long term illness or serious injury (LTI) 	<ul style="list-style-type: none"> Potential breach of E-regs, licence, Visy E-policy or other public commitment, substantial impact Loss of production capability Off site release no detrimental effects Emergency response may be required 	<ul style="list-style-type: none"> Major material damage, business interruption and/or degradation of service. Impact to multiple areas of the business. Property ‘A’ improvement (as rated by Property Loss Audit) Major Terrorism Act
3	<ul style="list-style-type: none"> Medical treatment required 	<ul style="list-style-type: none"> Breach of E-procedures, noticeable impact Remediation in less than 6 months On site release contained with outside assistance 	<ul style="list-style-type: none"> Moderate material damage, business disruption and/or degradation of production, impact to multiple areas of the business. Property ‘B’ improvement (as rated by Property Loss Audit)
2	<ul style="list-style-type: none"> First Aid treatment Consequences dealt with internally 	<ul style="list-style-type: none"> Minor breach of E-procedures, minimal E-impact Minor unnecessary resource use generation of waste On-site release immediately contained 	<ul style="list-style-type: none"> Minor damage, business disruption, and/or degradation of service, limited to a single area of the business. Property ‘C’ improvement (as rated by Property Loss Audit)
1	<ul style="list-style-type: none"> No injuries. Consequences dealt with by routine operations. 	<ul style="list-style-type: none"> No or minimal E-impact Recover without intervention 	<ul style="list-style-type: none"> No measurable operational impact to the business.

LIKELIHOOD: The chance of the consequence given the exposure.	
5	Almost Certain, Common or repeated occurrence, No risk controls in place.
4	Likely, Known to occur.
3	Possible, “I’ve heard of it happening” Some risk controls in place.
2	Unlikely, Not likely to occur, risk controls in place and near effective.
1	Rare, Practically impossible effective risk controls in place.

Likelihood	Severity				
	1 Low	2 Minor	3 Moderate	4 Major	5 Extreme
5 Almost certain	6	7	8	9	10
4 Likely	5	6	7	8	9
3 Possible	4	5	6	7	8#
2 Unlikely	3	4	5	6	7
1 Rare	2	3	4	5	6#

SEVERITY + LIKELIHOOD = RISK SCORE

Low – 2 to 4
 Moderate – 5 to 6
 High – 7 to 8
 Extreme – 9 – 10

- treat as higher risk class given severity

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Please add another sheet for any additional or special hazards

JOB STEP NO.	JOB STEP List the steps required to perform the task in the sequence they are carried out.	Hazard Y/N	HAZARD SCENARIO For each Job Step list the hazards that could cause injury when the task is performed	Risk Score	RISK CONTROL MEASURE List the control measures required to eliminate or minimise the risk of injury arising from the identified hazard	Risk Score After Control
1.						
2.						
3.						
4.						
5.						
6.						
7.						

Risk controls must be considered in the following order: Highest control to lowest control

Job Safety and Environmental Analysis Work Team Sign-On

- The undersigned acknowledge that they have been consulted in respect to the hazards of the job and how the job is to be completed safely, that they have read, understood and will adhere to the requirements of this JSEA. Any changes to hazards, conditions, work environment or job steps requires modification of the JSEA and communication of changes.*

Contractor Name	Contractor Signature	Date

Changes in Hazards, Conditions, Work environment or Job steps require re-evaluation of hazards and resigning if new steps are required:

Detail of change?	Control Measures ?	Communicated?

JSEA changes authorised by Contractor :	Signature:	Date:
Member of the work team	Signature:	Date: